



TRAFFIC SAFETY AND PARKING COMMITTEE MINUTES

Wednesday, May 2, 2007 - 6:00 pm

San Bruno City Hall
567 El Camino Real
San Bruno, CA 94066

MINUTES

1. ADMINISTRATIVE ACTIONS -

A. ROLL CALL

<u>TSPC Members:</u>	<u>Present</u>	<u>Absent</u>
(Chair) John Giuseponi	X	
(Vice-Chair) Mark Howard	X	
Sol Weiner	X	
Doris Maez	X	
Eric Wood	X	

Staff in Attendance:

Steve Davis, Public Works Department
Jane Chambers, Public Works Department
Frans Lind, Public Works Department
Chris Coles, Public Works Department
Marc Catalano, Police Department

City Clerk Carol Bonner swore in new Committee member Eric Wood, who replaced the vacancy left by former member Peter Jalilie.

City Council member Jim Ruane introduced himself as the Council liaison to the TSPC for this year.

2. APPROVAL OF MINUTES

Sol Weiner stated the Police Department representative should be corrected from Marc Catalano to Dermot Downes on page 1 under "Staff in Attendance". Doris Maez requested a correction to the wording on page 5 under "Reports of Boards of Commissions, Boards and Committees" from "within the City's bike and pedestrian lanes" to "within the City's bike lanes". The changes were noted. Motion to approve minutes from the April 4, 2007 meeting by Sol Weiner, seconded by Mark Howard (M/Weiner, S/Howard: 4-0-0) Approved.

3. OLD BUSINESS

A. Consideration of request to improve pedestrian safety at the crosswalk on Cottonwood Drive near Rollingwood Elementary School (Continued from April 4, 2007 meeting)

Frans Lind stated this item was continued from the previous meeting. TSPC members had asked City staff to review and consider relocation of the subject crosswalk from its original location to around the corner on Cottonwood, as students should not be crossing at the intersection of Cottonwood and Rollingwood Drives. The reason for the request was that the current location has students crossing across Cottonwood Drive twice, which was causing concern for the safety of the children. City staff met with the Rollingwood School principal for input as well. Staff found the relocation recommended would actually be poorly viewed by approaching traffic, so the Engineering staff and Police Department do not support this relocation. The existing crosswalk is actually a continuation of the pathway that goes up to the school. This path serves other schools in the neighborhood as well. There are two busy driveways near this path on Rollingwood Drive, which are basically in and out driveways to the school.

Mark Howard asked about the additional red curbing on the north side of Cottonwood on either side of the crosswalk. Frans commented that would be done as well as the south side of Cottonwood on the approach to the crosswalk. This will remove vehicles from screening the view of children trying to cross at this location. This crosswalk does not have STOP controls, so red curbing is strongly recommended. Around the bend there will 45 linear feet of red curbing to provide more width for vehicles turning around at this location without the burden of parked cars.

Mark Howard asked how many parking spaces the City is losing with the red curbing? Frans responded there is one 16-foot length on the north side that is too narrow for parking, so that is not really affected. There are 18 linear feet between the crosswalk and the "out" driveway on the school side and that space would be lost. About three parking spaces will be lost altogether.

Mark Howard asked if any noticing had been done in this area? Frans responded that all the residents in the pending action area have been noticed twice.

Doris Maez noted that she drove by the location and saw vehicles parked in the proposed locations, including one car encroached into the crosswalk.

There was no public comment on this issue.

Mark Howard made a motion to accept the staff recommendation to add the red zones noted in the proposal, second by Doris Maez. (M/ Howard, S/Maez: 5-0-0) Approved.

B. Traffic Calming Project, Update Report

Steve Davis stated the traffic-calming program that will be presented to Council has had the following updates:

- Tentative approval from the TSPC of a work plan for staff to gather traffic counts and speed survey data for the four neighborhoods being proposed for the pilot program. City staff has entered into an agreement with National Data Surveying to do traffic volume and 85% speed counts. They will begin May 7th and have data back to staff by May 19th.
- Scheduling two neighborhoods for discussion at the upcoming June 6th meeting, which staff would recommend to be Lomita/South San Anselmo and Crestmoor regions. At the July meeting, we can work with the Belle Air and DeSoto neighborhoods. City staff has been

trying to schedule neighborhood meetings and has set a tentative date of Saturday, June 2 for a City-wide workshop to educate residents on traffic calming and give feedback on how residents can be part of the process.

Sol Weiner commented that down the line he'd like to see workshops like this televised. Mark Howard concurred that maybe a PowerPoint presentation on the June 2 meeting could be broadcast.

Doris Maez requested a clearer scope of the boundaries of each neighborhood being discussed and also would like to have a link on the City's website for these meetings. Doris also commented that she recently saw speed bumps in Fremont had centerlines that ran flat for fire trucks.

Mark Howard also recommended developing a map that could be color coded for the three different types of streets being addressed in each neighborhood so residents can get a better understanding of what the TSPC and City staff is working on.

Eric Wood asked if police monitoring data could be used? Lt. Catalano responded that the City radar units do collect data for City staff. Steve Davis responded that in the last 18 months City staff has collected traffic counts that have led to speed limit revisions in the City, so this effort would fill in the gaps in data. This will be cost effective for the 26 locations we want to address.

Doris Maez asked if the outside agency will be using electronic devices to count and can we cross check the data? Steve confirmed that they would be using traffic count devices as well as radar detection devices. She requested a boundary map before the next meeting.

John Giuseponi stated he might not be able to attend the June 2 meeting. Steve Davis stated he could distribute copies of all comments and information discussed at the meeting to the Committee members.

C. Bylaws Update Report

Steve Davis recommended a review of the draft distributed to the TSPC members at the last meeting.

Item 1: change Commission to Committee (to be changed throughout the document)

Item 2: Mark Howard stated we should change the wording regarding the TSPC meeting location from City Hall to "City Hall or another location within the City in San Bruno as published in the agenda" in case the locale is moved. John Giuseponi commented that the meeting time used to be 7:00 pm, but was changed to 6 pm, and he asked which time works best for staff and the members? All members agreed that 7 pm is a better starting time.

Item 3: Per Municipal Code, the Committee shall elect Chair and Vice Chair in January, not July. Page 3.5 "In the event of an unscheduled vacancy of the commissioner's seat, the City Council may appoint" need to change commissioner to committee. Doris Maez commented that the definition of a quorum needs to be clarified with the City attorney to confirm that there needs to be three members present at a meeting. Sol Weiner stated that a copy of the Brown Act should be included in the bylaws, so Steve stated he would get a copy to include.

Item 4.3: Mark Howard stated the posting of the agenda location wording should be changed to reflect a possible change in the City Hall location. Steve stated he would check with the City Attorney on wording for this.

Item 4.4: Steve stated he is reviewing the order of business and has changed “new business and old business” to “regular business” to give more latitude to the order in which items are addressed.

Item 4.7: Mark Howard asked if City staff could make additions to the agenda. Steve Davis confirmed this.

Item 4.8: Mark Howard commented that the wording regarding public comments is not clear. Steve Davis clarified that the initial section of the description covers public comment regarding items on the agenda and the second section covers public comments for items not on the agenda, but still pertinent to the TSPC. Steve stated he can review the wording for clarification.

Item 6: Steve Davis clarified that the City does not have an official Traffic Engineer, so the title of secretary has been assigned to City employee Frans Lind.

Item 7.3: Steve Davis clarified that public hearings will be kept in the bylaws, even though the TSPC normally does not deal with this issue. This is for special public hearings above and beyond the normal TSPC meetings.

Item 7.4.3: Doris Maez commented that she did not see where the public is required to give their name and address when speaking during a meeting. Steve Davis stated the term “speaker slip” is used in the wording when residents ask to speak at a meeting. Mark Howard asked if we can change the wording to request that they state their name, street name, and whether they are a business owner, resident, or other. Steve confirmed we can change the wording and also develop a speaker slip to use for future meetings, so we have the name spelling and phone number and topic the speaker is concerned about. Doris Maez recommended requesting speakers to print their information on the speaker slip.

Item 7.5: Mark Howard requested the ending time limit for regular meetings be changed from 10:30 pm to 10:00 pm.

4. NEW BUSINESS

None

5. REPORT OF COMMISSIONS, BOARDS AND COMMITTEES

Doris Maez stated the Committee is still working on the “Path of Honor” and the competition for a logo for the bike route signs.

6. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

Lyn Ward, 555 2nd Ave., stated that on Angus and First Avenue she had asked for red curbing on Angus. She would like to have the red curbing to improve visibility. A truck trailer, parked on private property, also blocks visibility and a local resident is trying to get this owner to move this. She also stated it would be more considerate for residents to let them speak first and then hold the regular meeting agenda.

Pia Gonzalez, 216 Linden Ave., stated Linden is very narrow and there are constant speeders. She is concerned about the safety of animals and children. She'd like to see speed bumps on Linden. She also wrote a letter last year and did not hear a response. Mark Howard responded that Linden is going to be addressed at the traffic-calming workshop in June.

Jim Stack, 2281 Fleetwood Dr., asked if the City has laws for siren use when an ambulance is driving on City streets, as a driver was only using his siren when he was right behind vehicles. Mark Howard recommended the resident call the ambulance company.

Don McClintic, 373 Mastick Ave., lives right next to Cable TV and there is a severe parking problem at this location. There is overflow parking from the neighborhood apartments and from a duplex on the corner. He suggested permit parking for that section. Mark Howard commented that there might be a cost involved. Mr. McClintic stated most residents would be happy to pay a fee. Sol Weiner recommended getting a petition from the neighbors. Steve Davis commented that the current permit parking policy wording covers streets adjacent to BART/Caltrans, so it may take longer, as it would have to go before the City Council.

7. ADJOURNMENT –

Motion: To adjourn the Traffic Safety and Parking Committee (TSPC) meeting until it's next regular scheduled meeting on June 6, 2007 at 6:00 p.m.

(M/Giuseponi, S/Howard): 5-0-0 - Approved. Meeting Adjourned, 8:07 pm.